

**ARIZONA DEPARTMENT OF EDUCATION**

**Lisa Graham Keegan**  
Superintendent of  
Public Instruction



STATE OF ARIZONA

School Finance  
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**SCHOOL FINANCE MEMORANDUM 01-040**

**TO:** All School Districts & Charter School Administrators

**FROM:** Lyle Friesen, Director of School Finance  
Dick Feight, Budget Manager

**DATE:** April 20, 2001

**SUBJECT:** Budget Workshops

District and Charter school personnel who work with budgets, annual financial report and available website reports are **strongly** encouraged to attend one of the following workshops. The local RTC's in your area will take registration for districts. The State Board of Education for Charter Schools will be doing the registration for all charter schools in all areas. Please check for the appropriate area contact and email or fax your registration as soon as possible. The registration form has been posted to ADE's School Finance home page under forms - **Please complete & submit the registration form even if you are not going to attend.** Since district sponsored charter schools do not submit a budget or annual financial report to ADE, please attend the district session.

Sessions will cover worksheets, budget process and the relationship to reports. Electronic submission will also be covered.

**JUNE 12, 2001 – Flagstaff**

8:00 - 12:00 (Districts)  
1:00 - 4:00 (Charters)

Sinagua High School (see enclosed map)  
3850 E. Butler Avenue  
Flagstaff, AZ 86004

RTC Contact - [jsmith@flagstaff.apscc.k12.az.us](mailto:jsmith@flagstaff.apscc.k12.az.us)  
Fax# - 520-527-6125

**JUNE 13, 2001 – Tucson**

8:00 - 12:00 (Districts)  
1:00 - 4:00 (Charters)

Canyon Del Oro H. S. (see enclosed map)  
25 West Calle Concordia  
Tucson, AZ 85704

RTC Contact - [npurdy@setmms.tusd.k12.az.us](mailto:npurdy@setmms.tusd.k12.az.us)  
Fax# - 520-617-7087

**JUNE 14, 2001 – Phoenix**

8:00 - 12:00 (Districts)  
1:00 - 4:00 (Charters)

ASU West – Kiva Room (see enclosed map)  
4701 W. Thunderbird Avenue  
Glendale, AZ 85306

RTC Contact - [kathyb@asu.edu](mailto:kathyb@asu.edu)  
Fax# - 480-965-8887

**Charter Contact –** [jburchia@ade.az.gov](mailto:jburchia@ade.az.gov)

Fax#- 602-542-3590

Please do not fax, email or call School Finance with your registration. If you have any questions, please contact your RTC and/or sponsor.

